

**Preemptive Compensation Data Check**

**ZHR\_RPTPYN08**

**Change History**

Update the following table as necessary when this document is changed:

Date	Name	Change Description
9/22/06	Lesa Terry	Create

### Purpose

Use this procedure to verify employee information and diagnose problems that might occur when running payroll.

### Trigger

Perform this to validate (current payroll processing cycle):

- ☐ Arrears
- ☐ Deductions not taken
- ☐ Claims
- ☐ Payments and deductions limits
- ☐ Time quota compensation status

### Prerequisites










This report requires a previous payroll to compare against. Run this report prior to payroll Release and prior to payroll Exit.

### Transaction Code

**ZHR\_RPTPYN08**

### Helpful Hints

The system may display three types of messages at various points in the process. The messages you see may differ from those shown on screen shots in this procedure. The types of messages and responses are shown below:


Message Type	Description
<b>Error</b> 	<b>Example:</b>  Make an entry in all required fields. <b>Action:</b> Fix the problem(s) and then click  (Enter) to proceed.
<b>Warning</b> 	<b>Example:</b>  Record valid from xx/xx/xxxx to 12/31/9999 delimited at end. <b>Action:</b> If an action is required, perform the action. Otherwise, click  (Enter) to proceed.
<b>Confirmation</b>  or 	<b>Example:</b>  Save your entries. <b>Action:</b> Perform the required action to proceed.

## Procedure

1. Start the transaction using the transaction code **ZHR\_RPTPN08**.

## Preemptive Time Data Check

2. Complete the following fields:

Field Name	R/O/C	Description
Payroll Area	R	<p>Description of the Payroll Area.</p> <p> Payroll Area 11 is the default for the State of Washington. Payroll Area 10 is the default for the Board of Volunteer Firefighters only.</p> <p><b>Example:</b> 11</p>

3. Choose to search by **Current period** or **Other Periods**.

State of Washington HRMS

**File name:** PREEMPTIVE\_COMPENSATION\_D  
**Version:** SME Approved Script  
**Last Modified:** 9/27/2006 10:25:00 AM  
 ATA\_CHECK\_ZHR\_RPTPN08.DO  
 C

SAP Parent  
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**Reference Number:**

4. Choose ***In period.***
5. Complete the following fields:

Field Name	R/O/C	Description
Personnel Number	O	Employee's unique identification number.
Personnel area	R	A Specific agency/sub-agency in the State of Washington. <b>Example:</b> 1110


6. Choose an infotype to validate by clicking the combo box for one of the ***Infotype Selections.***



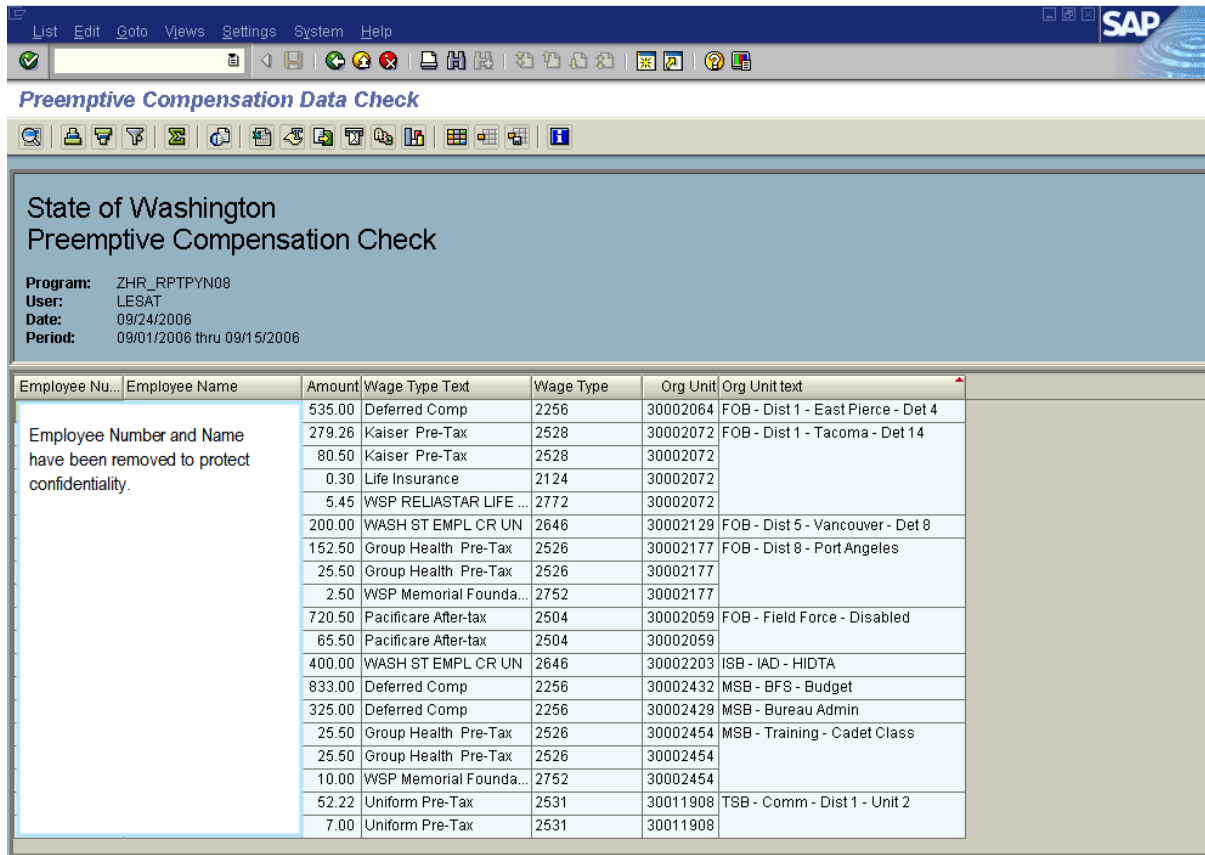
Multiple combo boxes may be selected for this report.



Selecting the combo box for Infotype 0027/1018 checks will help identify RCIPE errors for the payroll period.

7. Click  (Execute) to execute the report.

## Preemptive Compensation Data Check



**State of Washington**  
**Preemptive Compensation Check**

**Program:** ZHR\_RPTPYN08  
**User:** LESAT  
**Date:** 09/24/2006  
**Period:** 09/01/2006 thru 09/15/2006

Employee Nu...	Employee Name	Amount	Wage Type Text	Wage Type	Org Unit	Org Unit text
Employee Number and Name have been removed to protect confidentiality.		535.00	Deferred Comp	2256	30002064	FOB - Dist 1 - East Pierce - Det 4
		279.26	Kaiser Pre-Tax	2528	30002072	FOB - Dist 1 - Tacoma - Det 14
		80.50	Kaiser Pre-Tax	2528	30002072	
		0.30	Life Insurance	2124	30002072	
		5.45	WSP RELIASTAR LIFE ...	2772	30002072	
		200.00	WASH ST EMPL CR UN	2646	30002129	FOB - Dist 5 - Vancouver - Det 8
		152.50	Group Health Pre-Tax	2526	30002177	FOB - Dist 8 - Port Angeles
		25.50	Group Health Pre-Tax	2526	30002177	
		2.50	WSP Memorial Founda...	2752	30002177	
		720.50	Pacificare After-tax	2504	30002059	FOB - Field Force - Disabled
		65.50	Pacificare After-tax	2504	30002059	
		400.00	WASH ST EMPL CR UN	2646	30002203	ISB - IAD - HIDTA
		833.00	Deferred Comp	2256	30002432	MSB - BFS - Budget
		325.00	Deferred Comp	2256	30002429	MSB - Bureau Admin
		25.50	Group Health Pre-Tax	2526	30002454	MSB - Training - Cadet Class
		25.50	Group Health Pre-Tax	2526	30002454	
		10.00	WSP Memorial Founda...	2752	30002454	
		52.22	Uniform Pre-Tax	2531	30011908	TSB - Comm - Dist 1 - Unit 2
		7.00	Uniform Pre-Tax	2531	30011908	

8. You have completed this transaction.

### Result

You have generated the Preemptive Compensation Data Check report.